



MUNICIPAL COURT

The mission of the Municipal Court is to impartially uphold the community's laws and facilitate the interests of justice for all citizens in a thorough and fair manner.

DEPARTMENT GOALS AND OBJECTIVES

1. Identify and implement technology enhancements to facilitate a more efficient and effective court operation and access to court information. *(Strategic Priority IV)*
 - a. Reduce customer wait times.
 - b. Monitor average call length.
2. Administer effective and impartial justice for citizens in order to provide due process and enhance public safety. *(Strategic Priority II)*
 - a. Docket court cases more efficiently.
 - b. Dispose of court cases more efficiently.
3. Process citations for violations of the City Code to facilitate the administration of justice. *(Strategic Priority II)*
 - a. Process complaints/tickets more efficiently.
 - b. Process court cases and dispositions more efficiently.
4. Provide intervention and individualized supervision to probationers and improve their ability to become more productive citizens. *(Strategic Priority II)*
 - a. Utilize Risk/Needs assessments to evaluate probationers' inclination toward criminal behavior (risk) and their need for rehabilitative services (needs).
 - b. Monitor compliance with terms of probations.
5. Develop Customer Service programs to enhance citizen's awareness of and access to Municipal Court. *(Strategic Priority IV)*
 - a. Expand Court Compliance Unit (CCU) to aid citizens in understanding and resolving court ordered fines/fees.
 - b. Accept court payments through IVR system and the City of Wichita website.
 - c. Expand Municipal Court website to provide additional court case information.

PERFORMANCE MEASURES



City of Wichita - Internal Benchmark

Dept. Objective	Program Measure Description	Benchmark	2004 Actual	2005 Projected	2006 Target	2007 Target
1	Total number of calls received.	185,000	149,103	148,967	153,000	153,000
1	Customer Service Clerk average call wait time (minutes).	7	8	5	4	4
1	Customer Service Clerk average call length (minutes).	2	2.25	2.25	2	2
2	Total number of cases docketed.	205,000	171,750	173,980	172,760	171,540
2	Total number of cases disposed.	50,000	38,920	40,330	41,400	42,000
3	Total number of complaints filed.	144,000	114,200	118,250	123,800	124,350
3	Avg. number of complaints processed per data entry clerk.	8,000	10,381	10,750	11,255	11,305
3	Time to enter tickets into Public Safety System (minutes).	4	9	9	8	8
4	Number of Risk/Needs assessments completed.	2,000	2,321	2,500	2,500	2,500
4	Number of probation revocations.	1,000	3,444	3,000	3,000	3,000



RECENT ACCOMPLISHMENTS

The Court held an average of thirty-three court sessions per day and 114,200 cases were filed. Council mandated programs were implemented as well as several Probation programs. Among those was the first Spanish-speaking Wichita Intervention Program for first time DUI/Alcohol offenders. This program offers the Spanish speaking population the same opportunities as our English speaking population. Participants attend alcohol intervention classes in a confined environment for 48 hours rather than being incarcerated in a traditional jail. Another program implemented was the Risk/Needs assessment tool and Probation case management system. Each probationer is assessed to determine their needs so they can be placed in an appropriate reporting level. Municipal Court criminal history is now automated and provided to other courts, the public and federal and state agencies in a report form.

OVERVIEW

Municipal Court is organized into the Court Clerk's Office and Probation. The Clerk's Office is responsible for processing transactions related to criminal and traffic records. The Probation Office assists judges in defendant evaluation and monitoring of prisoners and probationers.

Municipal Court operates five traditional courtrooms, including a video court to arraign prisoners detained at the County jail via a video connection. Hearings for traffic violations are held in an Administrative Traffic Court. Environmental cases are heard in a Neighborhood Court rotated among the Police substations. Specialized dockets have been established for driving under the influence (DUI), criminal, domestic violence and traffic offenses.

DIVISION DESCRIPTION

Court operates two divisions: the Court Clerk and the Probation Offices. The Clerk's Office is responsible for accepting and processing cases filed for violations of the City Code and for providing staff support for judicial matters. The Probation Division ensures compliance of defendants to all court ordered restitution and sentencing requirements.

Municipal Court functions are included in the Court Clerk Division. This includes docket clerks who staff court rooms; customer service clerks who assist citizens either on the telephone or in-person; clerks who assist in docket preparation and case file processing and other positions that support the general administration of the Court.

A drug court was established in August 1995, with the goal of breaking the recurring cycle of repeat offenders. It remains the only operating municipal drug court in Kansas.

Municipal Court is responsible for collecting court-imposed fines, fees and penalties. These include court fines, traffic fines and fees, diversion fees, court costs, warrant fees and other court ordered penalties. Collections offset a portion of the costs for adjudication, prosecution and enforcement efforts of Municipal Court, the Law Department and the Police Department. A private agency is utilized for aggressive collection of fines and fees.

A new court compliance unit has been established to assist defendants in meeting court ordered financial obligations. This unit meets directly with defendants, assesses payment options and provides flexibility for willing defendants to pay over time court ordered fines. This customer friendly approach provides flexibility to defendants, while ensuring that court ordered obligations are met.

The City has invested heavily in technology upgrades to improve the efficiency of court staff. These improvements have focused on reducing paper flow, including file retrieval requirements. Automation changes include the replacement of the public safety system and the implementation of an interactive voice response system. The integrated public safety system offers a centralized database to be shared and utilized by Police, Prosecution and Court. The system includes capabilities to utilize bar code and drivers' license scanning, imaging and the Internet. By imaging court materials, retrieval can occur simultaneously for multiple users in Police, Law and Court, reducing file maintenance efforts and increasing efficiency.

A new interactive voice response (IVR) system will be implemented for court customers. This system will improve the dissemination of court information and enhance the efficiency of the court. *The integrated public safety system offers a centralized database shared and utilized by Police, Prosecutors, and Court.* An automated system will quickly direct callers to the appropriate information on their respective court case, will allow the caller to pay their court obligations by telephone and will provide generic information on the court process. Staff will continue to handle calls in which human assistance is necessary.

Public defenders are provided to serve indigent defendants through a contractual relationship. The costs for indigent defense are partially offset by a \$4 per case assessment and co-payments from the defendants. An estimated 8,000 cases are handled by public defenders annually.

A drug court was established in August 1995 and remains the only operating municipal drug court in Kansas. The court operates under the philosophy that a court team can provide better opportunity for long-term changes in drug users. The goal is to break the recurring cycle of repeat offenders. The court works very closely with treatment providers in an attempt to tailor services to each defendant.



The Probation Office includes nine probation officers and eight support staff. Staff monitors defendants sentenced to probation to ensure compliance of all requirements, performs pre-sentence investigations ordered by the judges, collects restitution and fingerprints defendants. The Probation Office also includes four service officers who focus on prisoner transport and video arraignment functions. To more effectively utilize probation resources, risk-based assessments are being performed. This involves significant time investment in advance, for which part time staffing is included. However, the process will allow probation officer staff time to be concentrated on the perceived highest risk offenders, enhancing the effectiveness of probation efforts. Monitoring of other lower risk offenders will also be performed, although with lesser intensity, depending on the risk factors.

The Probation Office manages the Wichita Intervention Program (WIP). This program provides alcohol education and intervention for eligible first-time defendants who plead guilty to drunk driving. The program couples the state mandated 48 hours of incarceration with a strong programmatic intervention process in an effort to eliminate future offenses. The program is mostly privatized, with program fees that are charged to the defendant (\$250) offsetting all costs. Beginning in 2005, WIP classes will be offered periodically in Spanish to serve defendants that primarily speak that language.

FINANCE AND OPERATIONS

Court is financed mostly from the General Fund. However, Alcohol and Drug Safety Action Program (ADSAP) funds, which are fees paid by defendants in DUI cases, are used to fund three positions. This support is budgeted at approximately \$190,000 annually. In the past, Local Law Enforcement Block Grant funding was used to finance four positions. However, this support ended late in 2004, and those positions have been absorbed by the General Fund.

FUTURE CHALLENGES

- The new automation system provides many advantages, particularly in record retrieval. However, data entry challenges have been encountered.
- The Court is continually seeking to collect court ordered payments as efficiently and effectively as possible. The Court Compliance Unit, began last year as a pilot project, is designed to facilitate defendant compliance.

Municipal Court Budget Summary					
	2004 Actual	2005 Adopted	2005 Revised	2006 Adopted	2007 Approved
Personal Services	3,184,633	3,724,500	3,859,710	4,023,380	4,232,870
Contractual Services	1,347,758	1,855,550	1,777,350	1,813,640	1,820,790
Commodities	74,655	92,110	102,830	90,880	91,280
Capital Outlay	0	0	16,800	0	0
Other	0	0	0	0	0
Total Municipal Court Expenditures	4,607,046	5,672,160	5,756,690	5,927,900	6,144,940
General Fund	4,395,122	5,476,930	5,568,660	5,732,830	5,914,470
ADSAP	211,924	195,230	188,030	195,070	230,470
Total Resources	4,607,046	5,672,160	5,756,690	5,927,900	6,144,940
Total full-time positions	71	71	72	72	72
Total part-time positions	2	2	2	2	2
Total FTE positions	72.25	72.25	*73.25	73.25	73.25
* The 2005 Budget included two additional collections clerks with the deletion of one outreach worker (PT).					

For additional information on Municipal Court visit www.wichita.gov



MUNICIPAL COURT

The Wichita Municipal Court is a limited jurisdiction court, authorized under City Ordinance, with jurisdiction of the City of Wichita. The Court has 5 Judges. The Court is responsible for parking citations; traffic infractions; non-traffic infractions such as Health, Fire, Central Inspection, and Storm Water violations; and misdemeanor traffic and criminal offenses including DUI and Domestic Violence.